

INFORMATION AND MANAGEMENT SUPPORT STAFF
WEEKLY REPORT FOR PERIOD ENDING 31 MARCH 1987

1. Progress Report on Tasks Assigned by the DCI/DDCI:
2. Items or Events of Major Interest that have Occurred During the Preceding Week:

A. DAS

NO (1) FCS (Field Computer System). Technical Group is preparing a statement of work for conversion of the LADS III software from the Wang VSI00 to a Micro VAX II mini-computer. In addition a sole source justification is being prepared for the purchase of the Micro VAX II hardware. []

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NO (2) Bar Code Study. IMSS is acting as the focal point for responses from the divisions and staffs on the GE Bar Code Study. The first response, from Supply Division, has been received and is being reviewed. []

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NO (3) ADP Control Officers Meeting. Several members of DAS/TG attended the ADP Control Officers Meeting on 25 March at Headquarters. This meeting, sponsored by Office of Information Technology (OIT), provided data processing system users with information on OIT's PC Implementation Plan for conversion to the new PBX and 3270 protocol. []

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B. Planning

NO (1) IMSS prepared a response to the DDA Management Staff on OL's goals, key issues and tradeoffs, and planned programs/activities with significant outyear resource implications. These items will be used as input to this year's Directorate Overview.

NO (2) IMSS, in conjunction with C/PMS and C/PD, prepared a proposed reply from the DDA to the Commissioner of GSA regarding a GSA proposal concerning reimbursable travel expenses for contractors.

NO (3) At the request of IMSS, Agency photographers from P&PD took photos of equipment, processes, and people in PD, SD, P&TS, and IMSS to be used as input for an OL brochure being designed by IMSS. Several existing photos were solicited from other OL divisions and staffs for the brochure also.

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C. CLAS

NO (1) CLAS team members continue work on various phases of their individual implementation plans. Several members of the purchasing team are attending the Cullinet Accounts Payable training class. This training is necessary because of the interaction between the purchasing and accounts payable functions.

D. Regulations

NO (1) Regulatory issuances reviewed and concurred by IMSS included:

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NO (2) The Scattergood-Thorne Property Assessment Committee held its seventh meeting in the DCI conference room. Among the topics discussed were:

NO (a) The college room mate of Mrs. Blanchett, (Niece and Executrix of the S-T Estate) contacted the DDO Representative and offered to arrange an on-site property inspection. The committee chairman stated that any such action must receive prior approval from the DA and the chairman would broker that action.

NO (b) FMD reported that West A parking is a temporary lot that is committed to be returned as a ball field, four tennis courts and a large retention pond to service the requirements of the NHB. ?

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NO

(c) The proposed Agency Child Day Care Center has been designed to be constructed on the old Heli-pad site where the dirt pile is located. The Child Day Care Center will be fenced and will not usurp any of the existing parking areas.

NO

(d) The committee agreed that the most significant problem facing employees when the NHB is occupied will be insufficient parking space. Any use of the S-T Property must carefully weigh the parking situation and its impact upon operations at the Headquarters Campus.

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(f) Final component submissions of proposals are due to the Directorate representatives 6 April 1987.

NO

(3) Pricing Policy - IMSS prepared a succinct paper for DD/L stating the current pricing policy and the basic historical events that influence past policy decisions. 7

NO

(4) Field Guide for Logistics Personnel - IMSS will update the original Field Guide and has asked OL Divisions and Senior Logistics Officers assigned to operating components to provide suggestions or comments by 17 April. After assimilation of information and edit, IMSS will request P&PD to publish the revised Field Guide.

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3. Significant Events Anticipated During the Coming Week

NO

Office of Information Technology (OIT), advises they are still planning to install the purchasing and manufacturing packages during the week of 6 April. OIT proposed that during the initial testing, after the software is loaded, only one user from each team should sign on the data base. This approach is necessary to provide easy problem identification and resolution during startup.

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Members of the manufacturing team will be attending training classes on the inventory package and the bill of materials package during the week of 6 April.

4. Perspective of Staff Activities



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